

# Fifth Grade Technology Documentation Form

Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Curriculum Area: \_\_\_\_\_

Technology Integration Tools: \_\_\_\_\_

Support Technology: \_\_\_\_\_

Brief Description of Lesson or Project: \_\_\_\_\_

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Check all standards that have been covered during the duration of this lesson/unit of study.

## Technology Operations and Concepts

- ☐ 1. Use accurate terminology related to technology.
  - Use appropriate terminology related to technology.
- ☐ 2. Demonstrate correct keyboarding techniques.
  - Demonstrate correct keyboarding techniques.
- ☐ 3. Demonstrate appropriate use and care of storage media (CDs, flash drives, external hard drives, digital cameras, etc.)
  - Demonstrate safe removal of various storage media.
- ☐ 4. Responsibly use and care for storage media independently.
  - Insert/connect and remove storage media without damage to equipment or media.
  - Save, access, copy, delete, and print files from various storage media.
  - Copy files from one storage media to another.
  - Organize files on various storage media.
- ☐ 5. Use navigational features commonly found in computer programs, web browsers, and operating systems.
  - Navigate a web page.
  - Navigate Windows or other applicable operating system.
  - Click on the appropriate icons to run programs.
  - Demonstrate the ability to move the cursor and the effects of cursor movement/placement.
- ☐ 6. Use various technology applications, including word processing and multimedia software.
  - Select the appropriate icons to select the desired application program and use the appropriate features from the toolbar and/or drop-down menu
  - Learn basic skills for using local, network, and/or online multimedia software
  - Demonstrate proficiency with word processing software.
  - Demonstrate proficiency with presentation software.

☐ **7. Identify digital file types.**

- Identify file types of different applications and medias.

☐ **8. Determine basic troubleshooting strategies to correct hardware and software problems.**

- Choose the best strategy to correct basic hardware problems and basic software problems, such as but not limited to, computer shutdown, logging in and logging out, volume issues, computer freezes, distorted monitor images, wireless connectivity, printer jams, etc.

☐ **9. Define and understand the effects of computer/electronic device contaminants such as "viruses", "malware", "adware", "crimeware", and "spyware."**

- Identify and recognize symptoms of contaminants and intrusive applications, such as worms, viruses, spyware, adware, etc.
- Explain the consequences of computer viruses and other contaminants as well as intrusive software such as "pop-ups."

## Digital Citizenship

☐ **10. Identify safe and responsible ways to use technology systems, the Internet including but not limited to social/professional networking, communication tools, and applications.**

- Recognize dangers of online predators.
- Understand and explain how to avoid and report online predators.
- Understand the meaning of cyber-bullying, the consequences, and ways to avoid it.
- Identify safe and responsible practices of social networking and electronic communication.
- Understand the meaning of legal versus ethical, as it pertains to digital content and use of technologies.

☐ **11. Practice responsible, ethical, and legal use of technology systems, the Internet, communication tools, and applications.**

- Keep passwords private.
- Recognize/avoid cyber-bullying tactics.
- Understand consequences of committing cyber-bullying
- Identify ways to prevent cyber-bullying.
- Understand and demonstrate the use of on-line communication tools and social or professional networking tools safely, effectively and responsibly (email, IM, Facebook, Twitter, LinkedIn, texting, voice threads, blogs, wikis, webpages, YouTube, etc.).
- Understand ramifications of posting information, pictures, and videos online.

☐ **12. Follow local acceptable use policies regarding technology.**

- Follow local acceptable use policies regarding technology.

☐ **13. Cite sources of digital content (in a format such as APA, MLA, or other style sheet).**

- Cite sources of digital content (in a format such as APA, MLA, or other style sheet).

☐ **14. Explain the influence of technology on society.**

- Explain the influence of technology on society.

## Research and Information Fluency

☐ **15. Use digital tools and strategies to locate, collect, organize, visualize, interpret, evaluate, synthesize and/or present or display information or ideas.**

- Demonstrate efficient Internet search strategies.
- Use digital tools and strategies to locate, collect, organize and evaluate information.
- Use digital tools to interpret data.

☐ **16. Evaluate electronic resources for reliability based on publication date, bias, accuracy, and sources credibility.**

- Evaluate electronic resources for reliability based on a publication date.
- Evaluate electronic resources based on bias.
- Evaluate electronic resources based on accuracy.
- Evaluate electronic resources based on the sources credibility.